



Susan Bass Levin  
Chairman

Marge Della Vecchia  
Executive Director

## NOTICE OF VACANCY

**THE EXECUTIVE DIRECTOR OF THE NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY INVITES APPLICATIONS FROM QUALIFIED CANDIDATES FOR THE FOLLOWING:**

**ISSUE DATE:** 8/28/06

**JOB TITLE:** Green Technical Advisor

**SALARY:** ( R12 ) ( \$ 48,758 ) - ( \$ 68,615 )

**DIVISION:** Technical Services

**FL STATUS:** Exempt ☒ Non-Exempt ☐

**EMPLOYMENT STATUS:** Full Time ☒ Part Time ☐ Temporary ☐

### **JOB DESCRIPTION:**

Under supervision of the Managing Architect, work with the Sustainable Community Design Administrator on development and implementation of Agency green building standards and guidelines; conduct technical review of the green elements of Agency projects including the Tax Credit green points, Special Needs Housing Trust Fund projects and the Agency's existing portfolio of buildings looking to upgrade to higher energy efficiency systems and assist in resolving any implementation issues; serve as lead resource for questions regarding green requirements on Tax Credit applications and as the lead technical reviewer of green elements of awarded applications; train HMFA staff on general and technical details of green building and program requirements; complete special projects as assigned.

### **MINIMUM REQUIREMENTS**

#### **1) EDUCATION:**

Four (4) year college degree in a related field.

#### **2) EXPERIENCE / SKILLS:**

Eight (8) years building design experience, five of which in the green building field; or an equivalent combination of education and experience that meets the required knowledge, skills and abilities. Extensive knowledge of green building design and construction practices; ability to work independently; strong interpersonal and communication skills.

Registered/Licensed Architect or Engineer in New Jersey a plus.

**IF YOU ARE INTERESTED IN THE POSITION, PLEASE SUBMIT, FAX OR MAIL YOUR RESUME ALONG WITH A COVER LETTER TO HUMAN RESOURCES: P.O. BOX 18550, TRENTON, N.J. 08650-2085; FAX (609) 278-8858.**

**THE NJHMFA IS AN EQUAL OPPORTUNITY EMPLOYER IN COMPLIANCE WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS.**